

**CITY OF MOUNTAIN VIEW
CLASS SPECIFICATION**

Position Title: Landfill Systems Operator Senior Landfill Systems Operator	Job Family: 6 6
General Classification: Front-Line	Job Grade: 16 20

Definition: To monitor, maintain and operate environmental control systems including: (1) landfill gas extraction and control system (wells, well pumps and header, lateral, air and condensate piping), (2) flare station, and (3) air compressor stations; to monitor and maintain facilities such as landfill gas migration monitoring probes, groundwater monitoring wells, leachate monitoring wells; to maintain the integrity of the final cover (including clay), grading and drainage system; and to maintain other sanitary systems as part of the City's Shoreline park and landfill facilities.

Distinguishing Characteristics: *Landfill Systems Operator:* This is the entry-level class in the Landfill Systems Operator series. This class is distinguished from the Senior Landfill Systems Operator by the performance of more routine tasks and duties assigned to workers in this series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters related to established procedures and guidelines as the position allocated to the Senior level. Employees work under immediate supervision while learning job tasks. *Senior Landfill Systems Operator:* This is the advanced journey-level class within the Landfill Systems Operator series. This class is distinguished from the Landfill Systems Operator by the assignment of the full range of duties assigned. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the Landfill Systems Operator level.

Supervision Received and Exercised: *Landfill Systems Operator:* Receives general supervision from the assigned supervisor and the Senior Landfill Systems Operator; may exercise technical supervision over other landfill personnel. *Senior Landfill Systems Operator:* Receives general supervision from the assigned supervisor; provides general and technical supervision to the Landfill Systems Operators and other landfill personnel.

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Examples of Duties: Duties may include, but are not limited to, the following:

Landfill Systems Operator:

1. Operate and maintain landfill gas extraction system; monitor and record gas well information, methane migration probes and leachate wells.
2. Operate and maintain flare station and compressor stations and may include duty program assignment; makes necessary repairs and adjustments; and calibrate and maintain all gas and leachate monitoring equipment.
3. Operate heavy equipment for cap repairs and various hand tools needed for gas, condensate and air line repair.
4. Maintain records related to duties performed.
5. Perform tasks associated with postclosure maintenance requirements of regulatory agencies, such as maintenance of the earthen seal, pumping excess water from ponded areas and other duties associated with preventing LFG and leachate from escaping the landfill.
6. Maintain inventories of equipment parts, reorder, as necessary.
7. Perform related duties as assigned.

Senior Landfill Systems Operator: In addition to the requirements for Landfill Systems Operator:

8. Work closely with engineering staff in the review of plans and specifications for landfill closure.
9. Conduct monthly safety inspections of entire landfill site, identifying problems and assisting with developing solutions.
10. Function as crew leader with related first-level supervisory responsibilities such as coordination of daily assignments and record keeping.
11. Provide technical assistance to Landfill Systems Operators and other landfill personnel.
12. Identify operational and safety hazards and take the necessary action to ensure these hazards are mitigated.

13. Assist supervisor with safety meetings.

Minimum Qualifications:

Landfill Systems Operator:

Knowledge of: Principles of gas and/or water collection and distribution, air quality monitoring systems, and occupational hazards and safety precautions associated with landfill operations and related safety principles and practices; air quality, groundwater and leachate sampling techniques; techniques and procedures for maintaining and calibrating air quality monitoring system; and principles and practices of safety related to areas of assignment. Familiar with standard methods associated with obtaining and collecting gas, liquid and solid samples.

Ability to: Operate and maintain air quality monitoring and related equipment; operate heavy equipment in the performance of assigned duties, such as backhoe, sheep's foot roller, tamper, etc.; maintain and operate mechanical air quality, leachate and groundwater monitoring equipment; proper use and care of tools, codes, policies, regulations and procedures related to the operations of the air quality monitoring, leachate collection and groundwater monitoring; communicate clearly and concisely; and establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training Guidelines: Any combination of experience and training will qualify if it provides for the required knowledge and abilities.

Landfill Systems Operator:

Recommended: Two years experience in the maintenance and operation of gas and/or water collection and distribution systems, preferably with specialized mechanical air quality testing/monitoring equipment experience. Training equivalent to the completion of the 12th grade supplemented by courses in air quality standards and health and safety regulations.

Required Licenses or Certificates: Possession of a Class C California driver's license. Possession of Health and Safety certification (29 CFR 1910.120), Competent Person certification and a HazWoper certificate within six months of appointment.

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Minimum Qualifications:

Senior Landfill Systems Operator: In addition to the requirement for Landfill Systems Operator:

Knowledge of: Principles and practices of maintenance and repair activities related to landfill assignments; pumps and valves used in landfill operations; techniques and procedures in basic carpentry, metal, electrical and mechanical work; City's landfill operation and related monitoring and regulating devices; techniques and procedures for monitoring and regulating the landfill operation and maintaining the integrity of the clay cap; section policies, standards and procedures pertaining to maintaining an adequate, safe landfill operation; techniques and procedures for maintaining and performing repair on electrical control systems, mechanical control systems, hydraulic control valves, pump control valves and related instruments; trenching and shoring safety practices; and record-keeping requirements and procedures related to landfill operations and postclosure maintenance.

Ability to: Monitor and regulate a landfill gas, leachate and groundwater system; perform preventive maintenance and routine repair on electrical, mechanical and hydraulic control systems, pumps, and related instruments and controls. Assign and review the work of others; operate heavy equipment skillfully and safely; perform complex landfill closure duties; perform heavy manual labor; understand and follow oral and written instruction; and establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training Guidelines: Any combination of experience and training will qualify if it provides for the required knowledge and abilities.

Senior Landfill System Operator:

Recommended: A minimum of two years increasingly responsible experience performing duties equivalent to those performed by a Landfill Systems Operator within the City of Mountain View. Training equivalent to the 12th grade.

Required Licenses or Certificates: Possession of a Class C California driver's license. Possession of Health and Safety certification (29 CFR 1910.120), Competent Person certification and a HazWoper certificate at time of appointment. Certified Landfill Technical Associate certificate (SWANA) is required within six months of appointment.

Working Conditions: Preemployment and periodic respiratory examinations may be required for this classification.

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